**Individual Capacity Building grant round 2020-21**

**Questions and Answers compiled from the ILC Individual Capacity Building Roadshow: February/March 2020**

*Please note that this Questions and Answers document does not replace or override information in the “*Grant Opportunity Guidelines for Information, Linkages and Capacity Building (ILC) Individual Capacity Building (ICB) Program Grant Opportunity Guidelines 2020-2021”*, or the grant opportunity application pack. You can find these documents on the Community Grants Hub at:* [*https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021*](https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021)

**APPLICATION INFORMATION**

**What is the purpose of the grant round?**

The aim of the Individual Capacity Building grant round is to enable systematic, nationwide access to peer support, mentoring and other skills-building for people with disability, carers and families.

This will support people with disability to:

* Have the skills and confidence to participate in and contribute to the community and protect their rights
* Feel motivated, confident and empowered to act
* Participate in and benefit from the same community activities as everyone else.

This is the second round to open under the Individual Capacity Building Program, with the first round commissioned in 2019.

**When does this grant round close?**

The round closes on 6 May 2020 at 2.00PM (AEST).

**What types of organisations are eligible to apply for this round?**

This grant round will focus on providing support to the following organisation types:

* Disabled Peoples Organisations (DPOs) – organisations run by and for people with disability
* Family Organisations (FOs) – organisations run by and for carers and families of people with disability
* Priority Cohort Led (PCL) Organisations – organisations that seek to improve the welfare of a specified community, demonstrate a clear connection to the community they represent, and demonstrate a commitment to the social model of disability.

In this grant round, the priority community groups are:

* Aboriginal and/or Torres Strait Islander communities;
* Culturally and Linguistically Diverse communities;
* Lesbian, Gay, Bisexual, Transgender, Intersex, Queer/Questioning, Asexual and Plus (LGBTIQA+) communities;
* People experiencing homelessness or who are at risk of homelessness; and
* Children and young people (0-24 years).

**What types of activities can be funded in this grant round?**

There are two types of grant activities that can be funded in this round:

1. Individual Capacity Building (ICB) activities, which must:

* Be developed and delivered in collaboration with people with disability;
* Be for the primary and direct benefit of people with disability; and
* Build the knowledge, skills and confidence of people with disability to set and achieve their goals.

2. Organisational Capacity Building (OCB) activities, which must improve the applicant organisation’s ability to deliver both their organisational mission and ILC in their community.

Only DPOs and FOs are able to apply for OCB activities. However, those that do apply for OCB activities must also apply for ICB activities.

Please refer to the [Grant Opportunity Guidelines](https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021) to read more about the eligibility criteria for this round as well as examples of the types of activities that may be funded.

**How much funding is available?**

Up to $85m (GST excl.) of funding is available for activities that deliver for up to two years.

**Where does the money for the grants come from?**

These funds are a separate allocation from those used to fund NDIS participant plans, and are funded from the Community Inclusion and Capacity Development funding allocation through the Department of Social Services.

**What kinds of things can we use the grant money for?**

Generally, grant money can be used towards things that are directly attributable to delivering the project as specified in the grant agreement, including staff salaries and operating and administration expenses.

Please refer to section 4 of the [Grant Opportunity Guidelines](https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021) for a list of eligible and ineligible activities.

**There seems to be crossover between the National Information Program and the Individual Capacity Building Program in terms of information. What are the differences?**

National Information Program involves the development, classification and provision of information, whereas Individual Capacity Building seeks to build the capacity of people with disability. While the production of information may be an element of this work (e.g. developing handouts or training notes to accompany a training session), it is not the outcome.

**Is there crossover in the roles of the Local Area Coordinators and Individual Capacity Building?**

No. The work of Local Area Coordinators (LACs) is complementary to the work of the ILC delivery partners.

**To meet the eligibility criteria for Disabled Peoples Organisations, does our organisation have to be comprised of people with the disability that is related to our organisation (e.g. autism) or can it include disabilities of any type?**

Any disability type, although it is expected that the organisation would be seeking to include members to the fullest extent possible.

**Is there a phone call we can make to propose our ideas?**

If you have any questions about this grant round, please contact the Department of Social Services (DSS) Community Grants Hub on:

Email: support@communitygrants.gov.au

Phone: 1800 020 283

Questions must be sent no later than 5.00PM AEST (Canberra time) on 29 April 2020.

**Last time I called the Department of Social Services (DSS), I found it difficult to get the answer I needed.**

The NDIA partners with the Department of Social Services (DSS) to deliver the ILC grant rounds. As part of this partnership, we communicate regularly with DSS to ensure we meet the needs of the organisations who are applying for a grant. If you have any feedback on the accessibility of the Community Grants Hub, please email it to ILC@ndis.gov.au

**What should we consider in preparing our proposal?**

In developing your proposal, you should consider:

* How well your proposed activities align with the ILC Investment Strategy.
* How people with disability will be involved in your project design, delivery and evaluation, including employment opportunities.
* The capacity of your organisation to deliver the project (avoiding overly ambitious activities).
* The length of time to deliver the project and not default to the full 2-year period.
* The total application budget not being more than 125% of your average annual organisational operational budget.
* Would the cohort your organisation represents be better served by a single application from a number of organisations representing this cohort?

**Can we submit more than one application?**

We allow two applications per organisation in their own right, these being:

* One application on behalf of an individual organisation; and
* One application as the ‘lead organisation’ of a consortium.

Eligible organisations may also include application/s as an auspicor of another organisation. Applications submitted by an auspicor under an auspicing arrangement will not count towards the number of applications allowed.

For more information on being part of a consortia or an auspicor, please refer to Sections 5.6 and 5.7 of the [Grant Opportunity Guidelines](https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021).

**Do you accept audio or video applications?**

No, at the moment we don’t have the capability to accept applications in formats other than what is prescribed.

**My organisation is both a Disabled Peoples Organisation and a Family Organisation. Which one do we select on the application form?**

 The [Grant Opportunity Guidelines](https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021) have definitions of both organisational types. If you meet the definition for both classifications, you can select either one on the application form.

**Do you provide any support for organisations in preparing and submitting grant applications?**

No. In ensuring fairness to all applicants, we cannot offer support to individual applicants to help them complete their applications.

**Not all Australians with disability are on a plan or participants. When applying for a grant, how do we show evidence that they form part of the disability target group?**

The provision of ILC funded supports are intended to benefit all Australians, but in particular assist those people with disability, their families and carers who are not eligible for an individually funded plan. There are a wide range of sources of information that applicants can draw from, including the Australian Bureau of Statistics (ABS), other government departments, state, territory or local governments or other market research as evidence to support an application.

**We are a state-based organisation. Can we apply for funding for a state-based project or will that not be funded because the preference is on national projects?**

Applications for place based or state-based activities are welcomed. The amount of funding will have to match the project activity on a value-for-money basis.

The NDIS recognises that not all organisations have national reach nor connections. Applications from state-based organisations may consider partnering arrangements to deliver outcomes.

**How can we apply if our organisation is unincorporated?**

If your group or organisation is a Disabled Peoples Organisation or Family Organisation which meets the eligibility requirements of the [Grant Opportunity Guidelines](https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021) at section 2.1.1, but doesn’t meet the eligible entity types (see section 3.1), then you can approach any eligible legal entity (that satisfies the requirements of section 3.1 of the Grant Opportunity Guidelines) to act as your auspicor.

**If we are an Aboriginal and/or Torres Strait Islander organisation and don’t have ORIC registration, are we able to apply?**

Yes, Aboriginal/and or Torres Strait Islander organisations not registered with ORIC can apply.

The [Grant Opportunity Guidelines](https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021) at section 5.4 states that if an Aboriginal/and or Torres Strait Islander organisation is registered with ORIC, a copy of their certificate of ORIC registration should be attached to the application.

**Will you consider part-funding of our application?**

Yes. If some of the elements within your funding proposal do not meet the grant round purpose or provide value for money, the NDIA may consider part-funding of your application.

**Do you accept late applications?**

Late applications will only be accepted in accordance with conditions stated in the [Grant Opportunity Guidelines](https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021) at section 5.9.

**THE ASSESSMENT PROCESS**

**Are the grant applications assessed against other applications?**

Yes. Grant applications are assessed on how well they address the selection criteria, if they provide value for money, and how they compare to other applications. In this grant round, applications from each organisation category in section 2.1.1 of the [Grant Opportunity Guidelines](https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021) will be compared against other applications from that category.

**Who will assess the applications?**

The Department of Social Services (DSS) Community Grants Hub will conduct an assessment process in line with criteria set by the NDIA through the Grant Opportunity Guidelines. The DSS assessment process results in a ranking of all eligible applications. An expert Selection Advisory Panel (SAP) further considers the applications with respect to ILC policy; consideration of value for money; the extent to which the applicant demonstrates a commitment to the social model of disability; and other factors set out in the Grant Opportunity Guidelines. The SAP makes recommendations to the NDIA Delegate about which applications to approve for a grant.

**Are people with disability represented in the decision-making process?**

Yes. The Selection Advisory Panel (SAP) for this round will include a mix of people with disability, NDIA staff, government staff, and people with relevant specialist expertise. The NDIA seeks to ensure the SAP reflects the Australian community with respect to gender, location and diversity, while ensuring expertise in service delivery, policy and evidence-based decision-making.

Further information about the assessment process can be found in the [Grant Opportunity Guidelines](https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021).

**How do you determine value for money?**

When assessing the extent to which the application provides value with money, the panel will have regard to:

* Whether the proposed project is in scope of the ILC Policy and will contribute to meeting the outcomes and objectives of the ILC Strategy and this grant round
* The overall objective/s to be achieved in providing the grant
* The extent to which there is a demonstrated commitment to the social model of disability
* The extent to alignment with the definition of Disabled Peoples Organisation, Family Organisation or Priority Cohort Led organisation
* Consortia applications from organisations that are representing similar cohorts of people across multiple jurisdictions, rather than multiple individual applications for the same cohort
* The relative value of the grant sought
* How the grant activities will target groups or individuals
* If a current grant recipient, the current level of ILC funding and performance against the grant agreement
* The efficacy of the proposed activity, along with the available evidence base of the proposed activity
* The risks, financial and other, that the applicant or project poses for the NDIA.

**For organisations that have previously been unsuccessful in applying for ILC grant rounds or who were successful as part of a consortia, will they be able to apply for this round?**

Yes. Funding for this grant round will be prioritised to regions, cohorts and organisations that were not funded as the lead organisation in last year’s Individual Capacity Building grant round 2019-2020. Funding will also be prioritised to those organisations that were successful in the 12-month interim Disabled People and Families Organisations (DPFO) funding round but not successful in the Individual Capacity Building grant round 2019-2020.

**For organisations that have previously been successful in applying for Individual Capacity Building funding, will they be able to apply for this round?**

Yes, applicants that were successful in the Individual Capacity Building grant round 2019-2020 are eligible and encouraged to apply. However, funding will be prioritised to regions, cohorts and organisations that were not funded in last year’s Individual Capacity Building grant round 2019-2020, or that were successful in the 12-month interim Disabled People and Families Organisations (DPFO) funding round but not successful in the Individual Capacity Building grant round 2019-2020.

**By not prioritising organisations that have received prior funding, doesn’t that mean the NDIS is actually funding projects that are not ‘value for money’, meaning that funding will be given to low-scoring organisations?**

No. Successful applications are those that offer the greatest potential to achieve NDIS policy objectives. Assessment of all applications occur in line with the guidelines. It does not mean that low-scoring organisations will be funded over previously funded organisations. This priority is in response to meeting targeted areas and cohorts of need.

**NOTIFICATION OF OUTCOMES**

**When will applicants be notified of the outcome?**

Announcement and notices to applicants are anticipated to take place in August 2020.

**When will successful applicants receive the funds?**

Receipt of grant funds is anticipated to occur in September 2020.

**Will applicants receive feedback on their application?**

We will publish a summary of feedback for the entire round on the Community Grants Hub after we announce the results of the grant round. Due to the expected large volume of applications, individual feedback will not be available.

**Why can’t we receive individualised feedback?**

Over the past 12 months, we have commissioned six grant rounds that have each attracted a high volume of applications. Unfortunately, this means that we are not in a position to provide individual feedback to each applicant who has applied for ILC funding.

Significant time is being invested to improve the quality of the generic feedback for ILC grant rounds. It is recommended that all applicants utilise this feedback (once published) to review their application and to identify possible areas for improvement.

We acknowledge that there are always opportunities for improvement, so we appreciate your patience as we strive towards a better feedback process.

**Can we appeal an unsuccessful application?**

No. In accordance with section 6.5 of the [Grant Opportunity Guidelines](https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021) for this round, there is no appeal mechanism for decisions to approve or not approve a grant.

**OTHER QUESTIONS**

**Where can we find information on ILC funded projects?**

Please visit the grants page at: <https://www.ndis.gov.au/community/grants/funded-projects>

**What other ILC funding opportunities are available?**

There will be further grant opportunities in 2020.

For more information about ILC grant rounds, or ILC more generally, please visit the ILC web page. Here, you can also subscribe to the ILC eNewsletter to be alerted to the latest information about grant rounds.

<https://www.ndis.gov.au/community/information-linkages-and-capacity-building-ilc>

**Will there be more Individual Capacity Building funding available after this round is completed?**

This is the final round in the current Individual Capacity Building Program under the ILC Investment Strategy. Further information on future grant opportunities will be available on the NDIS website.

**What can we do if our current ILC grant expires before we have the opportunity to be awarded other ILC funding? This will leave our clients a gap in support.**

At present, the funding appropriation used to deliver ILC activities is limited to grants. It is recommended that where there is a situation of people requiring further support once a funded activity concludes, organisations should support people to connect with the Partner in the Community who provides Local Area Coordination.

**Will you be sharing good examples and learnings from projects?**

We have a Monitoring and Evaluation Framework that has been approved by the Board. A public-facing document will be published shortly.

Alongside this, we are also working with the Scheme Actuary to seek to measure the impact and sustainability of ILC, including identifying high-performing organisations/projects and then scaling up or replicating that work.

The Council of Australian Governments (COAG) is leading the establishment of the National Disability Data Asset, which will help inform service choices by people with disability, their carers and families.

**Where do you go for further information about the grant funding round and application process?**

You can visit the Community Grants website on: <https://www.communitygrants.gov.au/grants/individual-capacity-building-program-2020-2021> Here, you will find the Grant Opportunity Guidelines, application forms and other documents that will assist you in your application.

You may also email your questions to the Community Grants Hubs at support@communitygrants.gov.au or call 1800 020 283 (option 1).

Questions must be sent no later than 5.00PM AEST (Canberra time) on 29 April 2020.